

**BY ORDER OF THE COMMANDER  
AIR FORCE RESERVE COMMAND**



**AIR FORCE INSTRUCTION 31-601**

**AIR FORCE RESERVE COMMAND**

**Supplement 1**

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**Security**

**INDUSTRIAL SECURITY PROGRAM  
MANAGEMENT**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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This supplement implements and extends the guidance of Air Force Instruction (AFI) 31-601, 22 November 2000. The AFI is published word-for-word without editorial review. Air Force Reserve Command supplementary material is indicated by “(AFRC)” in boldface type. This supplement describes Air Force Reserve Command procedures to be used in conjunction with the basic instruction. Upon receipt of this integrated supplement discard the Air Force basic.

**SUMMARY OF REVISIONS**

The OPR for this supplement is (HQ AFRC/SFI). This revision changes AFRES to AFRC in all supplemented information; requires the ISPM to participate in all phases of the planning (para **1.6.5.10. (Added)**); includes the contracting office when forwarding reports of adverse or suspicious information to the visitor group home office facility (para **1.8.1.2.1. (Added)**); requires the ISPM to maintain copies of the VGSA (para **6.2.4.2.1. (Added)**); requires self-inspections to be conducted during alternating time periods dividing the year into two six month time periods (para **6.2.4.5.1. (Added)**); allows the annual program review or MAJCOM review/visit to be substituted for a self-inspection only if identified within the final report for that six month period (para **6.2.4.5.2. (Added)**); allows the VGSA to be used in place of or as a substitute for the activity's Information Security Program Operating Instruction with written approval from the ISPM and requires the VGSA/Operating Instruction to be reviewed annually (para **7.3.3.1. (Added)**)

1.6.5.10. (Added) Participate in all phases of the planning process.

1.8.1.2.1. (Added) Include the contracting office when forwarding reports to the visitor group home office facility.

6.2.4.2.1. (Added) At AFRC Installations the ISPM will maintain a copy of the VGSA.

6.2.4.5.1. (Added) Self-inspections will be conducted during alternating time periods dividing the year into two six-month time periods.

6.2.4.5.2. (Added) The annual program review or MAJCOM review/visit can substitute for a self-inspection only if identified within the final report for that six-month period.

7.3.3.1. (Added) With written approval from the ISPM the VGSA may be used in place of or as a substitute for the activity's Information Security Program Operating Instruction. The VGSA/Operating Instruction will be reviewed annually.

JAMES E. SHERRARD III, Lt General, USAFR  
Commander